

KENNINGHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 9th January 2024 at Kenninghall Village Hall

Present:

Mr Roy Arthurton	Mr Gary Bell
Mrs Mandy Berry	Mr Kevin Edwards
Mr Marcus Halmshaw (Vice Chair)	Miss Alison Holman (Chair)
Mr Simon Mitchell	Mr Daniel Myhill
Mr Brian Taylor	Mr Edward Wood

Mrs Alison Pena (Clerk)

In attendance – 2 members of the public (“MoPs”)

1. Apologies for absence: Mr Mark Barrington, District Councillor Marion Chapman-Allen, County Councillor Steve Askew
 2. **Declarations** by Councillors of any disclosable pecuniary or personal interests in any Agenda items. In the interests of transparency, Councillors may also wish to declare any other interests they have in relation to an Agenda item, which support the principles detailed within the KPC Code of Conduct. **None**
 3. **Minutes of the Meeting:** The minutes of the Meeting of 5th December 2023 were proposed by Mr Mitchell seconded by Mr Taylor and all in agreement.
 4. **Matters Arising:**
 - (a) **Allotments** – The lease agreement was still with the solicitors to resolve queries.
 - (b) **East Harling and Kenninghall Medical Practice** – The Clerk had met with the outgoing Practice Manager in December and gave an update to the meeting. A new Practice Manager had been appointed and would join in February 2024. Recruitment was ongoing for both non clinical and clinical staff and new staff joining in the coming months. A new phase of the telephone system would be implemented in March with new lines added and a call back facility introduced. The proposed extension to Kenninghall surgery was still planned, subject to planning permission, and was likely to take 18 months to 2 years. The Clerk had thanked him for his support and both hoped the new Practice Manager would continue to liaise with all parish councils and patients.
 - (c) **White Horse Public House** – the Clerk was exploring registering the building as “at risk” with Historic England.
- ACTION: Clerk to action.**
- (d) **Planning Applications** – The Clerk had raised concerns with MCA and it was noted that all future planning applications would be added to the website. A note on how to access the planning portal and view applications would be added to the report in the February Kenninghall News. It was agreed to note at future meetings those applications approved and refused in the month.

ACTION: Clerk to action.

5. **District and County Councillors Reports** – It was noted that County Councillor, Steve Askew had sent through an annual report, circulated to KPC.

6. **Reports:**

(a) **SAM2** – Current data for Lopham Road was as follows:

- the 85%ile was 41.6mph
- average speed was 34.6mph
- 79.4% of road users were speeding and the average of the speeders was 37.3mph
- the top speed recorded was 70mph.

The Clerk would check if the police mobile speed awareness unit had been in the village recently

ACTION: Clerk to action.

(b) **Highways** – Miss Holman said that all the outstanding actions were still to be undertaken; a problem on Heath Road would be prioritised and drains flushed out.

(c) **Playing Field and Village Hall Field** – NGF Play had inspected the play area, completed some repairs but had noted further repairs needed, due to rain damage and moles, would cost in the region of £5,000 but awaited a full report.

ACTION: Miss Holman to action.

(d) **Kenninghall Flood Update** – Miss Holman noted that Mr Arthurton had asked about the grant application applied for but said that this was subject to confidentiality. She reported that nine areas were being considered for flood mitigation measures and these would be modelled to determine the impact on the village. NCCH Flood Management Team were still waiting to hear if the bid for Flood Prevention proposals for Kenninghall had been successful. Mr Edwards said that The Beck had worked during the recent heavy rainfall.

(e) **Neighbourhood Development Plan (NDP)** – Nothing to report.

(f) **Recycling** – Nothing to report.

(g) **Biodiversity** – the Clerk noted that this was still work in progress.

7. **Public Forum** – A MoP asked about the sale of a house on Lopham Road owned by the Fuel Charity; Miss Holman said that it was still being marketed and the proceeds of the sale would be invested and income used in line with the aims of the charity. A MoP said that the footpath sign on Garboldisham Road (near the building works) and two further footpath signs on Lopham Road were missing.

ACTION: Miss Holman to report to NCCH.

8. **Planning Matters: none**

9. **Financial Matters to be approved:**

(a) **Monthly Finance Report** – noted, proposed by Mr Myhill, seconded by Mr Arthurton and all in agreement.

(b) **Budget 2024/25** – the Clerk presented the draft 2024/25 budget and a few minor changes agreed. It was agreed to move payroll from current provider to HMRC PAYE Tools system. The adoption of

the 2024/25 budget was proposed by Mr Myhill, seconded by Mr Arthurton and all in agreement.

- (c) **Precept 2024/25** – a discussion took place about the need to increase the precept especially in the light of the cost of repairs needed on the Young Children’s play area and overall increases in cost of living which affected KPC payments. It was proposed by Mr Myhill and Mr Halmshaw to increase the precept by £500; a counter proposal was suggested by Mr Taylor and Mr Arthurton to increase the precept by £1,000. A vote was taken and it was agreed (7 to 2) to increase the precept by £1,000 for the coming financial year as proposed by Mr Taylor and Mr Arthurton. This represents an increase of £2.41 for household for Band D Tax Charge.

ACTION: Clerk to action.

- (d) **Clerk’s Monthly salary** - £470.40 – proposed by Mr Halmshaw, seconded by Mr Taylor, all in agreement.
- (e) **Clerk payment for Heartsine defibrillator replacement pads** - £112.79 – proposed by Mr Mitchell, seconded by Mr Edwards, all in agreement.
- (f) **ABC Abacus Ltd for payroll services December 2023** - £18 – proposed by Mrs Berry, seconded by Mr Edwards, all in agreement.
- (g) **Village Hall hire for KPC meetings for October to December 2023** – £36– proposed by Mr Edwards, seconded by Mr Halmshaw, all in agreement.
- (h) **Village Hall hire for Luncheon Club for October to December 2023** – £184 – Proposed by Mr Taylor, seconded by Mr Myhill, all in agreement.
- (i) **NGF Play for repairs to play equipment** - £211.80 – proposed by Mr Arthurton, seconded by Mr Myhill, all in agreement.

ACTION: Clerk to action payments.

10. Correspondence

- (a) **Memorial Tree Planting** – the Chair of the Village Hall Committee had asked if KPC had made plans to bless the new tree.

ACTION: Miss Holman to discuss.

11. Any Other Business

- (a) **Clothing Bank** – this was being reviewed.
- (b) **D Day 80 Commemoration**– the Gardening Club planned to hold an Open Gardens event on 8 June and hold refreshments at the village hall. Other activities were discussed and agreed a separate meeting would be held to discuss.

ACTION: Miss Holman to action.

- (c) **Noticeboard** – noted that this was difficult to open/use.

ACTION: Mr Edwards to explore options.

- (d) **Archiving Charity and KPC paperwork** – it was noted that the Clerk and Mr Taylor housed various documents that needed to be archived.

ACTION: To discuss alternative options.

Date of next Meeting: Tuesday 6th February 2024 at 7.30pm in Kenninghall Village Hall.



Miss Alison Holman, Chair